

Back Papers.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

Further Papers.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

Copy of the Extract from N.F. of G.O.Ms.No.3997 PW. dated 7-10-48,
Public Works Department.

STANDING FINANCE COMMITTEE.

The proposals were approved. In this connection the Hon'ble Premier wanted that adequate provision should be made for the proper verification of the stocks in the Public Works and other departments by an independent authority.

Copy of the Extract from note file of C.No. 7494 G/48 from Public Works Department, Madras.

The Chief Engineer (Irrigation) submitted to the Government certain proposals for the employment of staff to look after the tools and plant which were purchased for the minor irrigation projects and Grow More Food Schemes in charge of the Public Works Department. The proposals were placed before the Standing Finance Committee and were approved. While communicating the approval in regard to the employment of staff, the Standing Finance Committee stated that the Hon'ble Premier wanted that adequate provision should be made for the proper verification of the stocks in the public works and other Departments by an independent authority" - Vide M on p.1 c.f. As this proposal affects not only the Public Works Department of the Government an extract of the remark of the Standing Finance Committee may be communicated to other Departments of Secretariat for necessary action.

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/True extract/

U.O. Note No. 7494 G/48-2 dated 4-1-1949.

Sub: Verification of stocks in the Public Works Department and other Departments by an independent authority.

An extract of the remarks of the Standing Finance Committee together with an extract of this Department notes on the above subject may be sent to other Departments of the Secretariat for necessary action.

Assisted

To All Departments of Secretariat except

Copy of Govt. 1949.

, dated 16th February

Sub: VERIFICATION OF STOCKS IN GOVERNMENT DEPARTMENTS.

The Government consider that adequate provision should be made for the proper verification of tools and plant and other stores in Government departments by an independent authority. The Surgeon-General/Director of Public Instruction/Director of Public Health/Chief Engineer (General)/Director of Town Planning/Superintendent, Government Press* is requested to state what arrangements exist at present for the stock-taking of stores in the institutions under his control/his office/ and what further arrangements he would suggest for an effective stock-taking in future. An early reply should be sent.

/True copy/

*Superintendent of Stationery, Special Officer for Reorganisation of the Department of Indian Medicine/ Commissioner for Government

-2-
Examinations/Curator, Madras Record Office/Librarian, Connemara
Public Library/Senior Translator to Government/Superintendent,
Government Museum.

/True copy/

Copy of letter R.C. 179-A2/49 dated 16th June 1949, from the
Director of Public Instruction, Madras.

Sub: Verification of stock in Government Departments.

Ref: Govt. Memo. No. 1493-G1/49-2 P.H. dated 16-2-1949.

All stores in the Government offices and institutions under the
control of the Director are verified with reference to the detailed
instructions issued in articles 143 to 145 of the M.F.C. Vol. I and
annual certificates of verification are submitted to the Director. With
reference to Article 143 of the M.F.C. Vol. I, the stores, especially
in educational institutions are verified by another officer of the
department e.g., the stores in the Chemistry Laboratory are verified by
a member of the Physics Department and so on.

2. Though this system is considered satisfactory, I commend the
following suggestions of the Principal, College of Engineering, Guindy
for consideration of Government.

1) Every Department should have 3 ledgers: Valuable stock book,
tool stock book and materials stock book.

2) Duplicate records of valuable stock book and tool stock book
should be maintained in loose leaves in the college office in suitable
files.

3) The College Storekeeper may be provided with a filing cabinet
for storage of the loose stock lists for easy and quick reference.

4) Information must be sent from time to time by Departments
whenever stores are added and deleted to enable the college office to
have its list kept up-to-date. or depleted

5) The proper care and maintenance of the equipment and other
materials should be done by the Department. The head of each Department
must therefore submit a certificate to the Principal twice a year to that
effect.

6) Every effort must be taken by the Head of the department to dis-
pose of old and unserviceable equipment and other stores from each depart-
ment and to make correct entries immediately on receipt of stores with
reference to rules issued by Government from time to time. Moreover at
the time of the annual check or earlier a separate check should be made
to see whether the articles purchased have been brought into account in
the respective stock registers.

/True copy/

AMG.11.7.

M. M. Hussain
SUPERINTENDENT.

✓ Memo. No. 53550-2/49A Edn. Dated 6-9-49. 3/-S.P.H.(A)

Sub: Verification of stock in Govt. Depts.

From the D.P.G. No. 179 A₂/49 d. 16.6.49.

A copy of the letter from
the D.P.G. & read above is forwarded
to the A.G. for early remarks.

To the A.G.
(with copy of p2 c.f.)

39.49.

RM
6/9/49

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24/12/5-10
308

To be ~~Ag.~~
~~D.P.G.~~
ms
ms
ms

Mem. No. 53550-3/49 Ed. Date 24-10-49.
Sub: Verification of Stock in Govt Dep't.
Ref. Mem. No. 53550-2/49A Ed. d. 6-9-49.

The A.G. is requested
to expedite his reply to the
mem. cited.

22.10.49.

24/10/49

In the concluding paragraph, it is stated that the Institution offers the services of a research committee under the Institution of Engineers (India) for studying the subjects taken or proposed to be taken by the Central and Provincial Governments for the establishment of Engineering research stations. When the shortened course is introduced in this Presidency post graduate research courses will be taken up immediately and any valuable suggestion and help given by the Institution of Engineers (India)

Principal's Remarks

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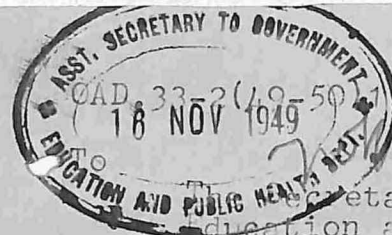
xxx

During the past few years, the Institution through its Presidents have been urging the Government to provide facilities for Engineering Research. But at the moment we have no machinery to follow up this important subject and to make sure that the proposals of the Government in this respect are adequate for the needs of the country. I would, therefore, suggest for the consideration of the Council that a Committee be appointed comprising of the three chairmen of Civil, Mechanical and Electrical Sections and say three other members for studying the steps taken or proposed to be taken by the Central and Provincial Governments towards establishment of Engineering Research Stations and to suggest any additions or modifications required in their organisation, equipments and working.

INSTITUTION RESEARCH COMMITTEES.

Presidential Remarks

E. & P. H. Dept. (A)



Office of the Accountant General,
Madras. Dated 14th November 1949.

Secretary to Government,
Education and Public Health Department,
Madras.

Sub: Verification of stocks in Government Departments-
Offices and institutions under the control of the
Director of Public Instruction, Madras.
Ref: Government of Madras, Education & Public Health Department memorandum No. 53550-2-49 A.Ldn. dated 8.9.49
(and endorsement 78981-D3-49-1-PH, received on 22.10.49)

The following remarks are offered.

1. The stores accounts' accounts of the Government offices and institutions under the control of the Director of Public Instruction, Madras, excepting that of the Engineering College workshop, Guindy are not subjected to the local audit by this office.

There is however no objection to the proposals contained in sub paras 1 to 6 of paragraph 2 of the letter RC.No.179-A-2-49, dated 16.6.49 of the Director of Public Instruction being given effect to.

krn.

Examiner. (Outside Audit).

15/11/49

Stores - Edn Wcph - Offices and
institutions under the Control
of the D.P.I. - Verification of
Stores - Instructions issued (b)

fact from the D.P.I. no. 179-A₂/49 & 16.6.49
A.G. OAD. 33-2 (49-50) 112 & 14.11.49
56 21/12
Order / Ms 3911 Edn & 21-12-49.

The Govt consider that
adequate arrangements should be
made for the proper verification of
stores in the Govt offices and
institutions under the Control of the
D.P.I. The following arrangements will
be made:

- 1) Every Dept should have three
ledgers viz: Valuable Stock Book,
Tool Stock Book and Material
Stock Book.
- 2) Duplicate records of Valuable
Stock Book and Tool Stock Book
should be maintained in loose
leaves in the College Office in
suitable files.
- 3) The College Storekeeper ~~should~~ may
be provided with a filing
Cabinet for storage of the loose
stock lists for easy and quick
reference.
- 4) Information must be sent from
time to time by the Depts whenever
stores are added or depleted
to enable the College Office to
have its list kept up-to-date.
- 5) The proper care and maintenance
of the equipment and other

b) Every effort must be taken by the head of the Deptt to dispose of the old and unserviceable equipment & send the stores from each Deptt and to make correct entries immediately on receipt of stores with ref. to the rules issued by the Govt from time to time. Moreover at the time of the annual check or earlier a separate check should be made to see ^{that} whether the articles purchased have been brought into account in the respective stock registers.

$\frac{163}{15 \overline{) 1248}}$

15/12

To ~~Mr. G. Thompson~~
 The D.P.T.
 " A. G. Thompson
 " Mrs. Deane
 29 cs.

P.W.D. U.O. Note No. 7494 G/48-2 dt.4-1-49.
Memo. No. 1493-G1/49-2, P.H., dt.16-2-49.
From the S.G., R.No. 108800-A/48 dt.23-2-49.
From the Curator, M.R.O. No. 492-A/49-1 dt.23-2-49.
From the G.G.F., Rc.69-A/49 dt.1-3-49.
-do- S.T.G., No.502/49-1 dt.9-3-49.
-do- S.G.P., dt.8-3-49.
-do- D.T.P. L.Dis.No. 941/49 dt.24-3-49.
-do- Librarian, C.P.I. No. L.Dis.270 A/49 CPL dt.24-2-49.
-do- Supdt. of Sty. No.L.Dis.2950/49 dt.25-3-49.
-do- S.G.M., No.511/49-1 dt.8-3-49.
-do- S.O.R.D.I.M., Rc.2517-B/49 dt.31-3-49.
-do- D.P.H. R.No. 13811-B dt.30-4-49.
-do- Chief Engr., P.W.D.(Genl.), No.1103 Ad1/49-4
dt.17-5-49.
-do- D.P.I. Rc.179-A2/49 dt.16-6-49.

Please see the extracts of the minutes of the Standing Finance Committee in which it is recorded that the late H.Pr. wanted that adequate provision should be made for the proper verification of the stocks in the Public Works and other Depts ~~under the E.& P.H. Dept.~~ by an independent authority. Accordingly the Heads of Depts. under the E.& P.H. Dept. were asked to state what arrangements exist at present for the stock taking of stores in the offices and institutions under their control and to suggest further arrangements for an effective stock taking in future and they have submitted their replies.

4. The D.P.I. has commended certain suggestions of the Principal, Engineering College, Guindy, for the consideration of Govt. Relevant extracts may be given to A Section for necessary action.

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V.R. 6-7-49
K.S. 6-7-49
T.B.S. 9-7-49
I.B.M. 9-7-49
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True extract/Forwarded/By order

AMG.11.7.

M. M. Hussain
SUPERINTENDENT.

P.T.O.

$$\frac{10}{26} \div 3$$

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Form

3/19/4

plcf

(T)

① 13 Ed. (g)
Memo. No. 4407-2/50 g date 219-4-50.
Sub: Stores - Govt. Arts Colleges - Maintenance
of stock registers
Read: G.O. No 3911 Ed. d. - 21-12-49.
Tr on the D.P.T. No. 54 A₂/50 d. 21.3.50.

In the circumstances
explained in the letter of the D.P.T. cited above,
the Govt. agree that the existing
practice of maintaining stock registers
and their verification may be continued
in the case of Govt. Arts colleges. The
instructions issued in G.O. No. 3911 Ed. d. 21.12.49
will apply to Govt. Arts colleges alone.

To the D.P.T.
"A.G. thro Air"
(with copy of plcf)
"In. Dept."
(with copy of plcf.)
S/c.

4-4-50.

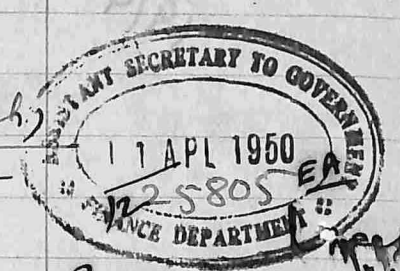
DM
21/4/50

P.T.O.

2/6
G
EA Accts.
Note: Fin. may see before issue.
6-4-50.
RM
10/4/50 Finance

Edu. u.o. 4407-1/50²³
dated 10-4-50

The draft memo on p. 1 above may be
accepted
D
17/4/50.
RM
17/4/50
2884
RM
18/4/50



Fin uo 25805/Acs/50
17-4-50



Fin (Exp A)

15 (10)

(Previous Finance note on p 2 above)

Please see the letter from the A-C.

on p 6 CF and the further note of E.P.H. on p 2 above.

The draft order below may be accepted

Thru S.B.
17.12.49
Accts.
17/12/49
EA-1

As.
17-12-49
17.12.49

17/12/49

As2
18/12/49 E.P.H.

Fin uo 85580
18.12.49

Issue

RM
20/12/49

99228
20 DEC 1949

The image shows a dark, textured surface, possibly a book cover or a piece of aged paper. The texture is grainy and uneven, with various small specks and fibers visible. There are some lighter, irregular patches and marks scattered across the surface, suggesting wear or age. A faint, light-colored number '10' is visible in the upper right quadrant. The overall color is a dark charcoal gray.